



REGISTRATION / CHANGE OF REGISTRATION FORM

STUDENT INFORMATION:

Student Number:

Given Name:

Family Name:

Email:

Degree (e.g. PhD):

Program:

Date of Request: (yyyy/mm/dd) _____

Please check the [UBC Calendar Dates and Deadlines](#) for the deadlines for adding, dropping, withdrawing from, and/or auditing courses. **If the deadline has passed, the completed form must be accompanied by a memo or email from your program's Graduate Advisor explaining the circumstances, and the request is subject to the approval of the Faculty of Graduate and Postdoctoral Studies.** Please note that this form will not be processed for students who have outstanding fees.

COURSE SECTION ADD – All fields must be filled in

Course Start Date (yy/mm/dd)	Term	Course Name and Number (e.g. ECON 500)	Section	Credits	Course Instructor Name	Instructor initials

COURSE SECTION AUDIT – All fields must be filled in

Course Start Date (yy/mm/dd)	Term	Course Name and Number (e.g. ECON 500)	Section	Credits	Course Instructor Name	Instructor initials

COURSE SECTION WITHDRAWAL – All fields must be filled in

Course Start Date	Date of Last Attendance	Term	Course Name and Number (e.g. ECON 500)	Section	Credits	Course Instructor Name	Instructor initials

Comments:

Approval of Instructor:

Signature

Name

Program

Date (yyyy/mm/dd)

Approval of Graduate Advisor:

Signature

Name

Program

Date (yyyy/mm/dd)

Graduate Studies use only:

Date of Approval

Signature of G+PS Clerk